

SUFFOLK COUNTY COUNCIL**RENEWAL**

1. The holder may apply for the renewal of an approval at any time after the current approval has twelve months to run. An application for renewal made in this period or within one month after the approval has expired will extend the current approval until the application has been finally dealt with. A renewal will run from the expiry date of the current approval.

REVOCAATION

2. The authority may revoke an approval if it is satisfied, after considering any representations from the holder, that the use or structure of the premises has changed so that any of the standard or local requirements cannot be met or the holder has failed to comply with one or more of the standard or local conditions attached to the approval.
3. The Registrar General may direct the authority to revoke an approval if, in his opinion and after considering any representations from the holder, there have been breaches of the law relating to marriage or partnership formation on the approved premises.
4. When an approval has been revoked the regulations require the former holder to notify any couples who had arranged to marry or register for civil partnership on the premises.

REVIEWS

5. An applicant may seek a review by the local authority of its decision to refuse to grant an approval, to attach local conditions, to refuse to renew an approval or to revoke an approval.
6. The review will be carried out by a sub-committee of elected members of the County Council. The sub-committee may confirm the decision, rescind it or vary it with the imposition of fresh or further conditions.
7. The authority will charge a fee of £300 for a review of its decision to refuse to grant an approval, to attach local conditions or to refuse to renew an approval.
8. A direction by the Registrar General to revoke an approval is not subject to review by the authority.

REGISTRATION

9. Details of approved premises will be held for public inspection by the authority. These details will be copied to the Office Manager responsible for the area in which the premises are situated and to the Registrar General who will periodically circulate the details to all Registration Officers.